

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
November 24, 2008
Regular Meeting

Those Present:

Bob Cook	Battalion Chief Ben Sharit
Frank Forvilly	Battalion Chief Dave Hekhuis
Steve Seibel	Captain Jim Antti
Roy Clason	Captain Tim Allison
Patrick Atherton	Captain Terry Hughes
Chief LeFever	Engineer Brandon Brady
Kara Griffin	Engineer Ralph Jones
R.J. Clason	Inspector Leo Horton
Brad Dorton	
Assistant Chief Van Ogami	
Battalion Chief Dennis McLaughlin	

1. Action Item: Call to order.

The meeting was called to order at 4:30 by Chairman Bob Cook.

2. Action Item: Pledge of Allegiance.

Trustee Patrick Atherton led the pledge.

3. Action Item: Roll call.

All board members were present.

4. Action Item: Public comment.

There was none.

5. Action Item: Discussion and possible action: Approval of consent calendar:

Items on the consent calendar will be approved without discussion unless an item is specifically “moved forward” for discussion.

Item:

- a. Approval of agenda 11-24-08.
- b. Approval of minutes 10-27-08.

- c. Approval of expenditures.
- d. Approval of financial statements 9-30-08 & 10-30-08.

Motion by Trustee Steve Seibel to approve the consent calendar as presented. The agenda of 11-24-08, the approval of the minutes of 10-27-08, the expenditures from 10-24-08 through 11-7-08, check numbers 49072 through 49164, and the financial statements of September 30, 2008 and October 31, 2008, and payroll check numbers 31240 through 31378; 10-30-08 and 11-14-08.

Trustee Clason seconded the motion.

Motion carried by a vote of 5-0.

Action Item #6: Discussion and possible action: Consent Items moved forward.

There were none.

Action Item #7: Discussion and possible action: Presentation by Kara Griffin from Grant Thornton of the annual audit.

Kara Griffin said she wanted to thank Guy, Barbara and everyone at the district for making our job so smooth each year and also for the recommendations that we have each year and implementing those each year. The thing about the district is it is constantly changing as new programs are started and new money is brought in.

Our responsibility is to express an opinion about whether the financial statements prepared by management, with your oversight, are materially correct, fairly presented, conform with generally accepted accounting principles and finally communicate specific matters to you.

Kara wanted to focus on the recommendations for this year. One was an oversight and the other is on page 46 of the audit. As you remember from last year Strike Team reporting was an issue. Those procedures have been fine tuned. The reporting of this is much better.

The Ambulance Accounts Receivables has shown a significant improvement. Since this is done by an outside organization we want to give you feedback for internal controls so the money cannot be taken fraudulently. You need to look at this as a positive. Still some concerns in that area to strengthen it. Some of the accounts that are not being collected on are now being called. This ensures that people are not remitting payment and not coming to the district.

She also wanted to mention two upcoming things for this year. There is a lot more federal money coming in so we are working with Guy to get the proper controls in place because if it is over \$500,000 in federal money you could have to have a separate audit, separate reporting and different compliance requirements to be looked at for all the expenditures. We will work through the year to get the information necessary.

Lastly, GASB 45 is a big number for the district with all the post employment benefits that are not retirement benefits. Those need to be recorded in the financial statement for the fiscal year ending June 2010.

Kara then asked if there were any questions.

Roy Clason addresses Kara by saying, you categorize finding 08-01 as significant. What are various degrees of badness.

Kara replied that is a material weakness and could be materially misstated. The NRS finding was significant but it was just an oversight. That is a deficiency.

Chief LeFever asked if Grant Thornton reports this to the State.

Kara replied that when the State gets this report it will be in there.

Kara then said you cannot look at those as a negative. You have to look at those as significant and that you should focus attention on so the district doesn't lose money.

Chairman Bob Cook said he received a phone call regarding fraudulent activities within the department. Was wondering if you detected any in other locations and what type of fraud occurred.

I have throughout auditing detected fraud in some companies, not many. Most people do have a high level of integrity. Closing the loop holes and making sure the controls are in place help give you the solid base, it makes it harder for people to commit fraud.

Chairman Bob Cook thanked Kara for a very nice report.

Chief LeFever asked Kara to thank Summer for the department.

Motion by Trustee Patrick Atherton to approve the audit as presented.

Motion seconded by Trustee Steve Seibel.

Motion carried with a vote of 5-0.

Item #8: *Presentation: Presentation on a new bomb squad and EOD Equipment to be purchased via the grant process.*

Captain Jim Antti, Bomb Squad Commander gave a presentation to the board. The Chief asked Jim to give a presentation to the board on what the grant money has purchased over the last few years and an overview of the Bomb Squad.

History: The squad was formed around 1970. The fire department was under the Lake Tahoe Fire Protection District and essentially all personnel were bomb techs. Everyone responded to calls and did what they felt was right at that time. At the time of inception, no one had any formal training. Our squad was put together by a captain that had former military experience. They were trend setters and a lot of what they did was responsible for the way public safety bomb squads performed across the nation. We were one of the first squad in the United States. The Harvey's Bomb put us on the map. It happened in 1980, it was a failed extortion attempt. It was at the time the largest I.E.D. to detonate within a structure at the time. That was up until the first World Trade Center bombing in 1993. A couple of months ago the Discovery Channel ran a special on the Harvey's bombing. It is still a very significant incident.

Today we are one of four F.B.I. accredited bomb squads in the State of Nevada. Three in the north and one in the south. A new thing for bomb squads is FEMA resource typing. The thought is when a large incident occurs they will have to come together to work together. We are currently Type 2. (there is Type 1, 2 and 3). This fiscal year's FEMA grant will be a Type 1 which is the top of the line. We are a joint effort between the fire department and Douglas County Sheriff which is very rare commodity in EOD communities. Most bomb squads are police department based. There are just a handful that are completely fire department based. We are governed by a management board which consists of Chief LeFever, Chief Nicholson (who will be handing the reins to B/C Hekhuis), Sheriff Perini and a Sheriff Lieutenant who is Mike Biagini. We are also a member of the Northern Nevada Task Force formed by F.B.I. agent who oversaw our training. The Task Force consists of Tahoe Douglas Bomb Squad, The Consolidated Bomb Squad from Reno, Elko Bomb Squad, Placer County Sheriff's Bomb Squad and the F.B.I.

We currently have eight technicians, five from the fire department and three from the Sheriff's Office. The required training is very extensive. We have to be hazardous materials technicians in order to be accepted to bomb school. We attend the hazardous device school in Huntsville for six weeks. Weapons of mass destruction is a big buzz word these days, chemical, biological and radiological weapons. They now dedicate a whole week to training at the school. Robotics is very big. We have a robot currently and we will be receiving another one. E.C.M. is electronic counter measures. That is jamming. We will be using it soon. That is to block radio transmissions from remote control devices.

In addition to the basic training we are required to train 16 hours per month, we train the 1st and 3rd Thursday of each month. The first Thursday is Task Force Day, and the third is our own in-house training. In addition to this we are also required to take a 40-hour explosive class once each year.

The fire department also maintains the equipment exclusively. The bomb squad is kept out at Station #5 and the technicians that are stationed there maintain the tools and equipment. The Sheriff's Office has no input due to the fact that we are in the Station.

What the Bomb Squad does is all things explosive related, any suspicious packages, any actual explosive devices discovered, we render those safe. We also deal with chemical and biological dispersion hazards, rendering those safe. After rendered safe, they become a hazardous material issue. That is why bomb squad technicians are cross-trained. We provide support to special operations like the swat operation we did in Reno a couple of weeks ago. We provide dignitary protection. We investigate all things explosive. Prepare and provide courtroom testimony as required. One of the most important things we do is provide explosive awareness training for all types of entities. We are working on a comprehensive program for the school districts that we serve since their training in bomb threat awareness is woefully lacking.

Chairman Bob Cook asked if A.T.F. is still involved.

Captain Antti stated they are involved but are not part of our task force but do participate in training monthly. They don't run bomb technicians they have what they call explosive handlers. They are definitely involved.

Trustee Steve Seibel asked when the district does a special project does the Federal Government reimburse.

The answer is no. We do get a lot of federal money for other things.

R.J. Clason asked what are the locations where there may be explosives stockpiled in homes, and what are they storing?

Captain Antti stated he only knows of one person in the district and that is Mr. Heiser who does blasting and he used to have a small explosives magazine that was registered through us. The Fire Marshal has to authorize explosive storage permits for the district and he is the only one person other than us. Our main explosive magazines are in Minden.

R.J. Clason then asked about general haz mat chemicals. What are their locations.

Captain Antti stated we don't have any. The #1 hazardous materials potential is the highway and the casinos. They have large stockpiles of chemicals for cleaning.

Chief LeFever asked about illegal drug labs.

Those are a big hazard for us. We did have one in Round Hill and also on Kahle. It was not found to be working but it presented a large haz mat problem for us. They now have explosive labs. They make improvised explosives like they make drugs. These are extremely dangerous and very hazardous.

Our current equipment is housed at Station #5 in Glenbrook. Its call sign is EOD1. When on scene we will have a minimum of two technicians and more as required. The bomb trailer is kept in Minden with our magazines. We don't routinely take the trailer. Our policy is not to

move things but deal with them where they are at. We also have a remote robot ANDRUS Mini2. Regardless if the robot renders something safe, a guy in a suit still has to go down and confirm. We are limited visually even though it has cameras. The robot was \$80,000.00 and it was bought on a federal grant. The suit runs around \$12,000 each, the air packs were given to us by the F.B.I. SCBA's were also purchased on a grant and they run about \$4,000.00 each. The suits weigh 120 lbs. Our response area is not only Douglas County but we have contracts for service with City of South Lake Tahoe, Carson City and Legislature and Capitol Police. We also do a lot of work with F.B.I., A.T.F. and The Secret Service and any other agency with EOD approval of management.

We do store some explosives on the truck but the bulk of it is stored in range facility in Carson Valley. It is off Dump Road by the rifle range. We were deeded a building by the County. It used to be an old recycling center. The fire district paid to put fencing, security doors and cameras on it, and it is monitored 24-hours a day by Douglas County Dispatch Center. Our magazines are stored there.

We have an office at Station #5 and our explosives magazine facility in Minden. Any time you want to come by and chat about the bomb squad we will be more than happy to show you around, etc.

Regarding the recent grant awards, the process used to be hit or miss. The County had a Grant Manager who had an enormous amount of things going on. We used to get calls from him requesting what we wanted immediately. It was not a good way to get things done. With recent influx of Homeland Security money they had to do something different. Starting with fiscal year '06, what the State Grant Committee did was group like entities together to speak as one body to the State. The funding meetings are held in September for the following fiscal year. For the past couple of years we have attended. In fiscal year '06 the award was \$276,000 and it was for training only for all four Nevada agencies. What we did was hire a company from England that had a great amount of experience. They put on two weeks advanced explosive training. It was top notch training. Hazardous Management Solutions puts out a quarterly report which is used by U.S. to base their threat assessments on. The Bomb Squad Commanders were then able to go to Israel and spent 8 days with the Israeli National Police Bomb Squad.

Fiscal year '07 we were awarded \$300,000 for a new bomb response vehicle. Our squad has grown over the past 15 years and our equipment needs have grown by leaps and bounds, what we are required to carry by the F.B.I. We purchased full sized response vehicle (about the size of a fire engine). The new vehicle will be kept at Station #5. The bid package was completed last year by our spec committee which consisted of Engineer Jones, Engineer Moss who are both bomb technicians and Gregg Gemmet the mechanic. We awarded the bid to E.V.I. in Lake Park Florida. The total cost was \$325,482.00. There were some early payment benefits. The Homeland Security Grant is processed through Homeland Security. We probably won't have the vehicle for 8-9 months.

This year the Bomb Squad was awarded \$468,442 for equipment and training. \$25,001 was for statewide organizational development training. They require that we spend a certain amount of our time and money on developing a statewide action plan. This will cover our training costs to travel and train with Las Vegas. We are in the process of developing this plan. We are already having quarterly meetings with Las Vegas. \$443,441 for equipment:

- Response vehicle – 4 wheel drive (\$50,000 allowed)
- Remote Firing Device – Radio System (\$9,000)
- Rigging Kits – (\$6,000)
- PAN Disrupter (\$9,000)
- EOD 9 Bomb Suit –
- 6A Robot –
- Personal Protective Equipment
- Explosive Detection Kits
- X-Ray System x 2 –(\$22,000 each)

R.J. Clason asked if Homeland Security prescribed exactly how the district would spend the grant money or was there some discretion here?

Captain Antti said we had complete discretion.

R.J. Clason then asked is there a reason they chose to invest that kind of money here? Is this viewed as an area that is more likely to have an incident?

There is an urban area grant and only a few areas qualify for those grants. There are only 480 Bomb Squads in the United States. They are equipping us to respond not necessarily in Tahoe but to respond state and nationwide for a catastrophic incident.

Captain Antti ended by inviting the board to come by any time and they will be happy to show them around.

Chairman Bob Cook thanked Jim Antti for his presentation.

Action Item #9: *Discussion and possible action: Renewal and/or modifications to the 2009 Tahoe Douglas Fire Protection District Employee Health Insurance Benefit Plan.*

Chief LeFever said he wished to give the board the background on this item. Back in March he asked Ralph Jones and Ben Sharit to look at the renewal for this upcoming year and where we are going with health insurance. They have come with this presentation today with what he believes is a win-win situation for the organization. Inspector Horton will go over the numbers and get the details. In my recommendation we can either move forward with one or the other.

Inspector Horton addressed the board by saying we put together another incarnation of our insurance committee. We started July or August getting information from our broker. The problem is you can't get any real figures until the end of the year. We convened with three ideas in mind. 1. To provide health insurance benefits that are as cost effective as possible for the District; 2. Provide the best possible health insurance benefits for the cost; 3. Ensure that changes to the insurance do not disproportionately impact individual members or groups of members. We asked the broker to give us some alternatives. Four different companies were asked to give quotes. Three declined because we are a small group and we don't have a really good history of insurance use. Anthem was the only provider that provided us with a quote.

Leo explained the 2009 Health Insurance Renewal Options for the board (attached). We had guaranteed rates on the other components, our vision, life insurance, long-term disability, until 2010. Our dental insurance renews in February and we can't get hard figures on that until around the first of January. The expectation is it will go up less than the 14%.

One option is to increase our out of pocket expense from \$3,000 to \$6,000 we saved some money but came back with a 4.57% increase. Secondly we asked them to quote us on a Health Savings Account which is two parts. One part is high deductible regular PPO health care policy and the other half is a health savings account where you can put money away tax free and have it grow in order to pay the high deductibles.

Basically if we went to the health savings account our insurance premium portion would be \$534,825 then the district would contribute \$2,700 per individual or \$5,400 per family to the health savings account basically giving up the same \$300/\$600 deductible we have this year. The total will be \$893,925 or a 4.36% increase. The big benefit to the H.S.A. is that when the premiums go up each year the only portion of this that will go up will be the premium portion which is the \$534,825. Right now, 100% of our money goes to insurance. As that goes up each year the entire pie gets larger. If we go to the H.S.A. about 2/5 of it is the H.S.A. contribution that the district makes. This program will make employees think about having to pay out the \$3,000 deductible as opposed to submitting a bill to the insurance as it is now and paying your \$15.00 deductible. This may be an incentive for people to spend on health insurance wisely.

Trustee Patrick Atherton asked if the employees will be given an option.

Leo replied probably not because that option will cost the district money. If we were going to a lower level benefit and we would give them the option of purchasing up to our current level of benefits, that would be an option but this program is pretty much policy that we had before. The only thing we would be allowing employees to do with an option would make the district pay 9% more for the same option.

Trustee Atherton then asked if the membership of the Union met and came to some type of conclusion.

Ralph Jones replied as soon as we got the numbers, per our by-laws we have seven days to post for a meeting. We met seven days out. We educated the group on what the H.S.A. was and how it worked. There were a few concerns but it isn't anything that can't be worked out. The Union is ready to go for it and present it to the Board.

Trustee Patrick Atherton wanted to be very clear that the majority of the membership was in favor of the H.S.A. approach.

Ralph Jones stated they took a random vote to proceed further. From here at the board meeting we will go back and have a solid vote, show of hands. We have huge support that wants to go forward with this. He feels that 99.99% are in agreement but this has to come before this board before they can ratify it.

Trustee Atherton explained that he was asking because health care is a part of the Union negotiations and part of the overall financials, he needs to know that this is something that Union membership has voted on and is proceeding with prior to the Union negotiations.

Ralph Jones stated the committee we put together was with Union representatives and administration. We feel that this is the best we can do for our health care. If we don't proceed with this it will be a huge hit. Down the road it should benefit us.

Leo said as far as negotiations go there will be a lot to negotiate but would like to get through this time period with a minimum of writing and a minimum of change to the contract.

Chairman Cook asked how does this affect the retirees.

Leo said they retirees with the exception of those that are eligible for Medicare can join the exact same plan. The district will make the same contribution to the H.S.A. for them. The retirees that are eligible for Medicare are not allowed to be in an H.S.A. and they will be put on the PPO type.

Chairman Cook asked if we can pool together with the school district or others entities to benefit.

Leo said they actually are. They take small groups such as the fire district and automatically pool us with others.

Trustee Frank Forvilly asked if they have looked into the State Health Insurance?

Leo said they had but found a few problems with it. They require a four year contract that we absolutely can't get out of, and the second problem is you have no control. If they decide to raise the rates, lower the benefits, there is nothing you can do.

Chief LeFever stated, because there are so many new clients on the state plan due to recent retirees, they are still trying to settle where the rates are going to be. He would be reluctant to jump in this year with a four year commitment. Future committees will need to look at this opportunity with the state but until things settle down he does not believe that is a true option.

Leo added the way the economy is going and the trimming of the state workforce, it encourages early retirement and puts those people on the state plan and a hiring freeze eliminates younger people who would go on that plan from keeping costs down. As the economy gets worse you will see the average age of state plan skyrocket.

Trustee Frank Forvilly said they will do a supplementary insurance from the backside after Medicare kicks in.

Chairman Cook said it looks like it isn't going to cost anything to go to a H.S.A. Are we talking \$18,500 per year per employee per year? Is this due to the occupation?

Leo stated it is because of utilization. We are trying to reduce utilization. They gave us a trend and utilization chart. Trend was at 13% we were about another 14% - 15% over that.

R.J. asked how many people are covered in the district including the employees and their families?

Leo replied it is a little over 200.

Trustee Patrick Atherton moved to approve the Health Insurance package as presented and direct members of staff to develop the details for implementation in a Memorandum of Understanding with the Union.

Motion seconded by Trustee Steve Seibel.

Trustee Clason stated conceptually he is in favor of what we are doing. As we proceed I want to see language and make sure that everyone understands that we have a baseline as a district where we aren't always going to be picking up the additional. We will have to share the hurt. He then asked if that was a problem.

Ralph Jones said he can't guarantee what will happen at that time. It is a matter of what they can do to save the district money. Can't say that they will right now but they are looking out for the best interest for the Fire District.

Trustee Clason stated, "You are aware of the shortfall in the retirement plan?" Unless we can have some spirited cooperation in sharing these hurts we will choke on it. We are starting to gag as it is. We are \$200,000 short with the retirement.

Trustee Patrick Atherton said he understands what Roy is trying to say and in theory agrees however that particular statement is a Union negotiation topic.

Trustee Clason replied "In the spirit of accepting this we are going to have to come up with methods so the District isn't the only one bending over".

Ralph Jones then said it is obvious the committee we put together that we came together and were doing the best thing for the District. Bargaining unit realizes that we have to keep the district solvent. We have come to the table every time to try and make this district work. If it is financial load, we will have to make amends. At this juncture we are asking to speed this up a bit since we are in a pinch. We are \$120,000 over with insurance and we came back with an answer.

Leo Horton stated in the past when we were self assured, it was a similar program to this and we killed that program, whether intentionally or unintentionally and it cost this district a ton of money by trying to take built up insurance money and use it to finance other parts of the budget. I guarantee that if we look at the pool of money in the health saving accounts and contributions to the health savings accounts as a way to balance the budget or move money around in the budget we will kill this program again in favor of something that is much more expensive and that is why we are where we are at now.

Chairman Cook stated that this money has to stay in a fund or a line item for accountability and identify it and where it is used.

Chief LeFever stated he supports this idea. He feels it is in the best interest of the department and including the employees. He feels it is a win-win situation going forward and this like many other things in the wage and benefit package proposals will need to be managed annually. The days of multi-year contracts are over. We have some tuff times ahead. We look pretty good today, next June and July will be a struggle. We will have to take each issue one at a time.

Motion carried with a vote of 5-0.

Leo said the Union has a meeting to officially adopt this on December 2nd. We will want to schedule a board meeting for formal approval.

Action Item #10: Discussion and possible action: Request for approval to purchase a new Type 3 fire engine with Master Body Sales & Service, Inc. in the amount of \$287,922.00.

Chief LeFever stated one of the benefits is this will give us another Type 3 engine in the district so if we are called for a strike team we will still have one in the district so we won't run so thin. We need to make money without stripping the community. This is our priority. The past few years has afforded us the opportunity to make money on the strike teams. When we take delivery of this engine we will make sure our back side is covered. The reason we are not

getting rid of the older one is, down the road we can use it to do our Fuels Management burns. This is in the Strategic Plan we are on schedule to purchase this out of Capital Project Fund. The vehicle came in under budget but, adding \$35,000 in equipment to outfit it. Normally it wouldn't cost as much because we would be selling a piece of equipment and taking the equipment off the old one.

Trustee Roy Clason moved to approve the purchase a new Type 3 fire engine with Master Body Sales & Service, Inc. in the amount of \$287,922.00.

Motion seconded by Trustee Patrick Atherton.

Motion carried with a vote of 5-0.

Action Item #11: Discussion and possible action: Approval of NDOT easement agreement.

Chief McLaughlin has been working with legal counsel to resolve the issues with NDOT. It is almost there but George Echan is looking out for our best interest. What the chief would like to propose is to allow himself, the Chairman of the Board and George Echan, if he can come to some agreement with NDOT with some language, that the Chairman of the Board is given the latitude to sign the agreement, so as not to have to bring it back to the Board. If the Board should choose to have a December meeting we can bring it back to the Board then.

Trustee Atherton asked if we are to make a motion per the recommendation, this amount of \$40,000, is there a possibility the amount could increase.

Chief LeFever stated we are not arguing money. He believes that is a fair amount.

Trustee Patrick Atherton moved that the Chairman of the Tahoe Douglas Fire Protection District be authorized to execute the public highway agreement and easement deed providing it is approved by Fire Chief and our district counsel and preserve existing use of Fire Station #1.

Motion was seconded by Trustee Roy Clason.

Motion carried with a vote of 5-0.

Item #12: Presentation: Fire Chiefs report of previous months activities.

Chairman Bob Cook wished to recognize the following employees for their service:

Captain Kirk Thompson	– 29 years of service
Battalion Chief Mark Novak	– 18 years of service
Mechanic Gregg Gemmet	– 10 years of service
Battalion Chief Dave Hekhuis	– 18 years of service

The month of November was normal month for alarms. Under the political management committee it was a successful passage of our fuels management initiative. I offered a breakdown of the vote, what areas were supportive and what areas we failed to adequately educate. For whatever reason, Zephyr Cove, Skyland and Glenbrook are going to need work. The rest of the areas were very positive. It was very successful in light of what happened in Carson City and Sierra Fire District. Both lost by 3-2 and 3-1.

Trustee Roy Clason said he appreciated the accounts receivable information that was included. It was very helpful.

Chief LeFever stated he wanted to make sure this was included in the board books each month. This is the second year we have had outstanding strike team monies that are being reimbursed. If you try to tie this back such items as the EOD grant. Our Special Services fund shows we are bankrupt. We have mailed half of this amount that we received back to Edward Jones and we should be receiving the other half in a few weeks. The strike team money that is listed \$553,000 for which we have added ten more personnel in L.A. We have been reimbursed \$214,000 and California still owes us \$339,000. You will see this each month going forward.

Our staffing is very important to the district, the Chief and to the Union and if it wasn't for another source of revenue we would not be enjoying the staffing we have now. We will have to continue to look at opportunities such as this going forward.

The fuels program has had \$273,000 reimbursed to date with a balance of \$58,000. 100% of salaries, wages and benefits for this program which started in April/May, to date, have made money. Our capital outlay is what we are trying to recover. Hope we will have a complete presentation at the January meeting for all expenditures for the fuels program.

Reimbursement wise we had a significant increase in our money market account. We are about \$300,000 behind and adding the \$150,000 we put in today we are at \$150,000 behind for being whole in our money market account.

Chairman Bob Cook mentioned the letter from the Soroptimist group.

Chief LeFever sent a letter to the editor explaining the tax override issue. We have also met with three of the County Commissioners. We have gone over what our department is, how we are funded and took them for a tour of our fuels program. We will get together with the other two Commissioners and also give them a tour.

Chairman Bob Cook said it was positive and he wanted them to see firsthand how we are different from East Fork. He did not address East Fork's Strategic Plan but wanted them to see how we operate. He wants them to know we are totally separate from the valley and want to stay that way.

Action Item #13: Discussion and possible action: Set date for next meeting and possible agenda items.

The next meeting will be December 15, 2008.

- ◆ Approval of Health Insurance of Health Insurance Benefit Plan and MOU with Union Local 2441.

Motion by Trustee Roy Clason to hold the next meeting on December 15, 2008.

Seconded by Trustee Steve Seibel.

Motion carried by a vote of 5-0.

Action Item #14: Adjourn.

Motion by Trustee Patrick Atherton to adjourn.

Seconded by Trustee Frank Forvilly.

Motion carried with a vote of 5-0.

The meeting adjourned at 6:58 p.m.

This meeting was recorded on audio tape.